

NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4821; DSN 853-4821
WEBSITE: www.azguard.gov/hro
EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 11-456T OPENING DATE: 6-Jan-2012 CLOSING DATE: 25-Jan-2012

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

SAFETY & OCCUPATIONAL HEALTH SPECIALIST, GS-0018-09, D1431000, MSgt/E7

APPOINTMENT FACTORS: OFFICER ☐

ENLISTED ☒

SALARY RANGE:

\$48,529.00-\$63,083.00 PA

SUPERVISORY ☐ MANAGERIAL ☐

NON-SUPERVISORY/NON-MANAGERIAL ☒

LOCATION OF POSITION:

161st Air Refueling Wing, Phoenix, Arizona

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

INSTRUCTIONS FOR APPLYING: Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include: High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information, all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (161st ARW) and must possess the following AFSC: 1S071

KNOWN PROMOTION POTENTIAL: NONE

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

AREA OF CONSIDERATION: This position is in the Federal/Excepted Civil Service and is **open to current members of the 161st ARW, Arizona Air National Guard**. Individual selected will receive a Permanent Appointment subject to the completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results. **PCS funds are not authorized.**

NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).

NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).

NOTE: Applicants must include copy of current RIP.

NOTE: Applicants must have a current and passing physical fitness score.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Ability to effectively communicate both orally and in writing.
2. Knowledge of occupational and safety and health principles, practices, procedures, regulations, standards, and methods applicable to the performance of a full range of safety and occupational health activities related to ground and explosive safety.
3. Practical knowledge of work process, methods, techniques, and procedures to identify, explain and correct unsafe conditions in diversified environments , e.g. aircraft maintenance/flight line operations, civil engineering, motor vehicle maintenance, contractor operations, and explosives handling storage.
4. Knowledge of industrial work processes, material handling techniques, motor vehicle maintenance practices, compressed gases, shop machinery design, and industrial fire hazards sufficient to investigate and determine casual factors contributing to mishaps or incidents and resulting in hazardous working conditions.
5. Knowledge of construction standards, methods, practices, techniques, materials, equipment, and utility systems sufficient to evaluate compliance with construction safety standards and to recommend hazard control measures applicable to new construction and industrial modifications.
6. Knowledge of Air Force, ANG, OSHA, and DoD directives.
7. Skill in interpretation of engineering drawings sufficient to identify possible hazardous conditions.

SPECIALIZED EXPERIENCE: Must have at least 24 months experience, education, or training in or directly related to this position and which has equipped the applicant with the particular knowledge, skills and abilities to successfully perform the duties of the position.

BRIEF JOB DESCRIPTION: This position is located within the Wing Safety Office at an Air National Guard operational flying wing. It's purpose is to provide the recurring technical support for unit Ground, Explosive Safety and Occupational Health program. Assists in the administration of a safety and occupational health program for ground and explosive safety to control or eliminate unsafe behaviors and hazards in accordance with DoD, Occupational Safety and Health Program. Reviews assigned accident/incident reports related to ground and explosive property damage and/or personnel injuries, including non-flying aircraft mishaps. Provides safety related expertise on surveys, inspections and evaluations of unit facilities, shops, and activities related to elimination of hazards that are applicable to: aircraft maintenance/flight line operations, civil engineering, explosive safety, motor vehicle maintenance, contractor operations, etc. Participates in inspections and evaluations related to all ANG functions to include aircraft servicing operations involving high hazard activities such as egress exercises, emergency fire fighting procedures, aircraft maintenance support, aircraft loading procedures and fuel servicing, and munitions transportation of explosives. Recommends corrective measures to eliminate unsafe work practices. Assists the Safety and Occupational Health Manager in conducting human factor studies to discover mishap and hazardous conditions causes and relationships in order to reduce or prevent their severity. Prepares and conducts safety training classes for supervisors and employees. Evaluates the adequacy and effectiveness of safety training carried out by supervisors to ensure compliance with OSHA mandatory programs. Conducts promotional campaigns to stimulate interest in accident prevention. Assists managers with specialized safety programs, including industrial, sports and recreation, automobile, motorcycle and manual lifting safety. Maintains accident/injury records and review reports and other data to detect common patterns and trends. Files and maintains safety and occupational health related records, reports, correspondence, publications and regulatory information.

SELECTING OFFICIAL: Lt Col Tyler Griffith **COMM:** (602)568-3269
